

**CITY OF HARARE HIV/AIDS PROJECT PROPOSAL,
STRATEGIC PLAN AND ANNUAL WORK PLAN**

**PREPARED FOR ALGAF IV SESSION V
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By

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BACKGROUND

HIV/AIDS has emerged as one of the foremost challenges the world over, Zimbabwe being one of the hardest hit in the Sub-Saharan Africa region. In Zimbabwe 24.6% of the population is infected. Urban areas are often identified as major centres of the spread of HIV/AIDS because of high population densities, transport hubs and prevalence of vulnerable groups including the youths, migrant workers, commercial sex workers and street kids. The City of Harare is no exception.

This project is meant to highlight the involvement of the City of Harare in fighting HIV/AIDS. The City is expected to participate in the programme as an implementing agent which is double pronged: firstly for its labour force and secondly for the generality of its residents. The City should therefore come up with an HIV/AIDS Policy that will see the involvement of the Mayor, Council, Management Executives, Labour Force and the Community at large.

This project is designed to highlight the City of Harare's HIV/AIDS strategic framework, workplan and budget for the year 2004 - 2005 and thereafter. The proposal further seeks to source funding from within and from external sources.

OBJECTIVES

- To reduce vulnerability to HIV infection in susceptible individuals, groups, sectors of the population;
- To strengthen intersectoral HIV/AIDS coordination and collaboration and mainstreaming HIV/AIDS programmes in the City of Harare;
- To strengthen Service Provision
- To create a database for HIV/AIDS response in the City of Harare
- To come up with an HIV/AIDS Policy in the City of Harare

STRATEGY

The situation and response analysis indicates that HIV/AIDS is not a problem for the health sector alone, it is a condition which has many non-medical consequences and impacts. The response should therefore be Multi-sectoral in approach.

IDENTIFIED PROBLEMS

- NGO's, Private organizations identified as working in the area of HIV/AIDS are fragmented and not coordinated by the LGA
- There is no coordinated planning, implementation, monitoring and evaluation of programmes and activities by the LGA task force team
- There is no HIV/AIDS Policy for the City of Harare to guide HIV/AIDS workplace programmes and community programmes
- Low departmental participation in HIV/AIDS programmes
- Low involvement of council by other stakeholders in HIV/AIDS programmes

PRIORITY AREAS

The identified priority areas are:

- Advocacy and capacity building
- HIV/AIDS policy formulation
- Co-ordination and collaboration
- Research
- Workplace programmes
- Service provision

1. Advocacy and Capacity Building

Objectives:

- To strengthen Councilors capacity to support and monitor of HIV/AIDS programmes in the City of Harare
- To Advocate for clear fiscal and resource mobilization strategies
- To enable Councilors to be able to articulate the HIV/AIDS programme in the City

2. Local Authority HIV/AIDS Policy

Objectives:

- To formulate a policy to address the problem of HIV/AIDS in the City of Harare
- To create a coherent HIV/AIDS strategy internal (marketplace) external (service delivery and local coordination)
- To provide a coordination guideline for the implementation of an HIV/AIDS policy in the City of Harare
- Identify and work with focal persons in all City of Harare Departments that will be responsible for mainstreaming activities and monitoring their progress
- Facilitate and support the HIV/AIDS Partnerships network
- Manage any specific funding (and requirements attached to funding) allocated to Local Authority HIV/AIDS response and manage community proposals for HIV/AIDS funds.
- To serve as trouble-shooters when Local Authority departments or stakeholders face obstacles to implementing the HIV/AIDS responses
- To facilitate communication and reporting on the local authority HIV/AIDS response both with council and to the public
- To meet with other similar Task Teams from other municipalities to share lessons learned

3. Workplace Policy:

Objectives

- To establish the rationale and aims of a workplace policy through a consultation process
- To draft a workplace policy
- To coordinate an internal review of the HIV/AIDS Workplace Policy and facilitate its ratification at all levels in the City of Harare – facilitated by the Human Resources Dept. and Workers Committee
- To clarify the responsibility of the Local Authority to its employees and investigate the legal and rights issues concerned with the relationship of local authority and its employees
- To develop a transparent (and non-confrontational) mechanism for dealing with special cases and complaints
- To outline steps to be taken in implementing the policy and monitoring implementation
- Report on Programme implementation progress
- To facilitate communication of workplace policy issues with Council and National Government representatives

4. Collaboration and Coordination

Objectives

- To develop a clear structure/framework among all stakeholders and council (use of existing structures and systems)
- Development of a monitoring and evaluation mechanism which is agreed upon by all Stakeholders and Council
- To provide an opportunity for a coordinated Master Plan for HIV/AIDS
- To provide a Forum for HIV/AIDS Volunteers and Stakeholders for sharing experiences, lessons learnt, resources and Best Practices regarding HIV/AIDS Response in the City of Harare

5. Research

Objectives

- Compiling a database for HIV/AIDS stakeholders working in the City of Harare
- Compiling a database for Orphans and disadvantaged children in the City
- Designing and implementing a monitoring and evaluation system aimed at keeping council informed about what is happening at grassroot and District levels

6. Workplace Programme

Objectives

- To ensure that all City of Harare employees have access to information and resources regarding HIV/AIDS e.g. Safe Sexual decisions, Counseling, Peer education etc.
- To create an environment free of HIV/AIDS stigma and discrimination
- To ensure that all employees infected and affected by HIV/AIDS are catered for.

7. Service Provision

Objectives

- To inform, educate and communicate with Harare Residents regarding HIV/AIDS
- To design and implement programmes that equip adults and young people with skills and knowledge required for educating young people on human sexuality and life skills
- To scale up Voluntary Counselling and Testing Centres and improve the availability and access to drugs for the treatment of opportunistic infections and ARVS
- Training of Personnel (Peer Educators and Advisors and Youth Friendly health workers) to man Youth Friendly corners
- To scale up establishment of youth friendly corners, which encourage service seeking behavior by those in need
- To establish a drop in centre which caters for relief of burn out for the ill and provision of food and care for orphans and disadvantaged children

IMPLEMENTATION PLAN/BUDGET

| PROGRAMME | OBJECTIVES | INPUTS | INDICATORS / OUTPUTS | MONITORING | RESPONSIBILITY | BUDGET | TIME FRAME |
|---|---|---|--|---|--|--|---------------------|
| 1. Advocacy and Capacity Building <u>Activities</u> - Meetings - Workshops for Councillors & Heads of Departments | - To strengthen Councillors capacity to support/monitor HIV/AIDS programmes in the City - To update councillors regarding HIV/AIDS response in the City of Harare - To advocate for clear fiscal and resource mobilization - To enable councillors to be able to articulate the HIV/AIDS programme in the City | <ul style="list-style-type: none"> ◦ Stationery ◦ Venue booking ◦ Equipment ◦ Transport allowances ◦ Allowance for facilitators ◦ Lunches | - 3 Meetings done - 50 Councillors trained | Assistant Town Clerk (Mr. Magwenjere) | Assistant T/C LG Focal person DAAC Focal person (DHEO) District Health Education Officers | Z\$15 million <u>Funding</u> NAC | March to April 2004 |
| 2. LGA HIV/AIDS Policy Formulation & Development <u>Activities</u> - Meetings - Workshops | - To formulate a Policy to address the problem of HIV/AIDS in the City of Harare | <ul style="list-style-type: none"> - Stationery - Venue booking - Transport allowance - Allowance for facilitators | <ul style="list-style-type: none"> - Consultative meetings done - Draft policy, developed and produced | Assistant Town Clerk (Mr. Magwenjere) Focal person (Mrs. Mutiti) | Assistant Town Clerk LG Focal person (CHEO) DAAC Focal person (DHEO) | Z\$22 million <u>Funding</u> NAC | March to April 2004 |

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| <p>3. Research</p> <p><u>Activity</u></p> <ul style="list-style-type: none"> - Participatory Research | <ul style="list-style-type: none"> - To compile HIV/AIDS database for stakeholders - To compile a database for orphans and disadvantaged children - To design a monitoring and evaluation system aimed at keeping council informed about what is happening at grassroot and district level | <ul style="list-style-type: none"> - Stationery - Researchers (Allowances) - Supervisory allowance - Lunches | <ul style="list-style-type: none"> - An inventory of activities by stakeholders - An inventory of number of orphans and disadvantaged children - Monitoring and evaluation instrument designed | <p>Focal Persons Mrs. Mutiti</p> <p>Social Services Mr. Mnengwa (Assistant Director Social Services)</p> | <p>Social Organizers Housing & Community Services</p> <p>District Focal persons (DHEO) District Aids coordinators Health promoters Community Sisters</p> | <p>Z\$30 million</p> <p><u>Funding</u> NAC</p> | <p>May to June 2004</p> |
| <p>4. Coordination and Collaboration</p> <p><u>Activities</u></p> <p>i. Multi-sectoral meetings at provincial and district level</p> | <ul style="list-style-type: none"> - To develop a clear structure/framework among all stakeholders and council (use of existing structures and systems) - Development of a monitoring and evaluation mechanism which is agreed upon by all stakeholders and Council | <ul style="list-style-type: none"> - Stationery - Printing - Refreshments | <ul style="list-style-type: none"> - Meeting 5 times monthly - Minutes of the meeting produced and distributed - Monitoring instrument designed and distributed to stakeholders - Data collected and compiled | <p>Mrs. Mutiti</p> | <p>Focal Person</p> | <p>Z\$6 million</p> <p><u>Funding</u> Council</p> | <p>1 Year March 2004- to Feb 2005</p> |
| <p>ii. To share experiences among volunteers and stakeholders through workshops at central district level</p> | <ul style="list-style-type: none"> - To provide an opportunity for sharing experiences among volunteers and stakeholders | <ul style="list-style-type: none"> - Stationery - Venue Booking - Refreshments - Transport allowance - Allowances for Volunteers and facilitators | <ul style="list-style-type: none"> - Annual reports - Annual plans compiled - Best practices experiences shared | <p>Mrs. Mutiti – Chief Health Officer</p> | <p>DHEO</p> <p>Community based organisations officers</p> <p>Social organizers</p> | <p>Z\$30 Million</p> <p><u>Funding</u> NAC</p> | <p>Dec - 2004</p> |

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| <p>5. Workplace Programmes</p> <p><u>Activities</u></p> <ul style="list-style-type: none"> - Workshops x 2 | <ul style="list-style-type: none"> - To train workplace peer educators (City of Harare employees) - To initiate peer education at departmental level. | <ul style="list-style-type: none"> - Stationery - Venue - Equipment - Transport to and from venue - Materials for HIV/AIDS - T-shirts for peer educators | <ul style="list-style-type: none"> - 60 peer educators trained - Monitoring and reporting tools developed and distributed - Peer education and counseling activities conducted and reported | <ul style="list-style-type: none"> • Mrs Mutiti (CHEO) • Personnel and Training Human Resources Manager (Mr. Mungofa) | <ul style="list-style-type: none"> • District Health Education officer • Human Resources manager (Personnel and Training) | <p>Z\$ 30 million</p> <p><u>Funding</u></p> <p>NAC COH UNAIDS</p> | <p>June 2004 to Sept 2004</p> |
| <p>6. Service Provision / Community Programmes</p> <p><u>Activities</u></p> <ul style="list-style-type: none"> - Scaling up of VCTs - Procurement of drugs – seek funding | <ul style="list-style-type: none"> - To scale up voluntary counseling and testing centers - To improve on the availability and access to drugs for the treatment of opportunistic infections / ARVs | <ul style="list-style-type: none"> - Stationery - Equipment - Facilities - Proposal to seek funding | <ul style="list-style-type: none"> - Numbers attending VCT centers - Numbers Trained | <p>Dr. Mpambo Dr. Mungofa Chef Pharmacist Laboratory</p> | <p>VCT Coordinators Pharmacist Laboratory technician</p> | <p>Z\$ 100 million</p> <p><u>Funding</u></p> <p>NAC World Bank WHO</p> | <p>May /June 2004 to June 2005</p> |
| <ul style="list-style-type: none"> - Scaling up of Youth friendly corners | <ul style="list-style-type: none"> - To scale up establishment of Youth Friendly Corners | <ul style="list-style-type: none"> - Stationery - Lunch allowance for youth manning centers - Youth allowance - HIV/AIDS material | <ul style="list-style-type: none"> - Youth Centres established - 90 youth trained - No of youths counseled - Reports | <p>Mrs Mutiti Mr. Mnengwa</p> | <p>Social Organiser District Health Education Officer Youth Friendly Adviser Sister in Charge</p> | <p>Z\$ 50 million</p> | <p>Sept 2004</p> |

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| - Pilot Drop in center (Highfields) | - To establish Drop in centre | - Facility - Equipment - Personnel - Materials - Allowances for people manning | - Drop in center established - Number of people assisted | Social Services District Health Education Officer District Nursing Officer City Architect | DHEO Social organizer DAC coordinator Community Sister City valuer District Officer | Z\$ 200 million <u>Funding</u> UNAIDS World Bank COH UNICEF | April 2004 to Feb 2006 |
| - HIV/AIDS Expo - Road Sows - World AIDS Day Comemoration 2004 | - To inform educate and communicate with Harare residents regarding HIV / AIDS | Promotional materials (T-Shirts, posters, leaflets) fliers, pens) - Venue booking - Refreshments for personnel manning the stand - Equipment - Allowances for drama and music performers. | - Number of people reached-recorded through passing through the stand - 200 caps produced. - 100 scarfs produced - 100 T-shirts produced | Assistant town Clerk, Mr. Magwenjere Chief Health Education Officer, Mrs, C. Mutiti Public Relations manager, L. Gwingi | District health Education Officer District AIDS co-ordinators Stores controller and buyer | Z\$ 50 million | August 2004 to Decemb er 2004 |
| Material production Mainstreaming of HIV/AIDS into City of Harare Departments | - To facilitate dissemination of HIV/AIDS information within the City of Harare | -Funds made available for printing duplicating and reproduction of HIV/AIDS and Reproductive Health materials -Produce HIV/AIDS newsletter for the City of Harare -To facilitate HIV/AIDS Mainstreaming | - Reproduce 5000 STI booklets - Materials developed and produced - STI, HIV/AIDS TB fliers - Newsletters produced - Mainstreamed activities within departments | Chief Health education officer (Mrs Mutiti) Assistant Town Clerk (Mr. Magwenjere) | District health education officer Senior Research and Development Officers | Z\$ 100 million | June 2004 to Decemb er 2004 |